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14 March 1967

China Task Force Memorandum

SUBJECT: Trial Issues of a China Task Force Newsletter

1. I plan to initiate, on a trial basis, a China Task Force Newsletter. Its aim will be to serve as a vehicle for the exchange of information on Communist China-related activities within the DDI, DDS&T, and ONE and for notifications on other China matters. Types of information to be included are (a) analyst-level planning, production, and collection activities; higher-level activities which will result in meaningful changes; (b) notes on China personnel (internal) including EOD, reassignments, travel, training, and other items of interest; (c) reports on meetings, conferences, liaison activities, etc.; (d) information on forthcoming events, internal or external; (e) other, including notes on China personnel (external), such as major academic and governmental professionals.

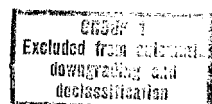
2. A Newsletter requires Reporters. I need your help, i.e. the help of all personnel who work on China. Please inform all China personnel in your office and ask them to send items to me through you (or directly if you prefer, or you may wish to designate a number of reporters within your office to act. If so, give me their names).

I will take reports in any form and through any vehicle--handwritten, roughly typed draft, uncollated, by telephone (Black 4028, Red 9376 to me or the Secretary-Diane). Diane will pick up items from you if you will call, or send to 5G19 (OCI/CTF).

3. Schedule

After an initial period I would prefer to have a bi-weekly newsletter. At first, however, we shall take a running start from the first of the year.

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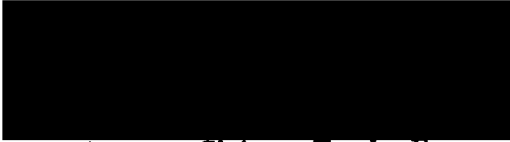
a. News for January-February - Submit by COB 22 March.

b. News for March - Submit by COB 3 April.

c. Additional schedule will be prepared later.

4. While I believe this vehicle is a useful and meaningful one, its real value will depend upon maximum participation. Any way I can assist I shall be happy to do so. Please call.

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Secretary, China Task Force

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